



Monthly Board Meetings

Date: February 5, 2019

Location: Jefferson Madison Regional Library - Northside Branch - 705 West Rio Road

Members Present: Chris Meadows, Steve Ward, Mary Hackett, Sue McCormick, Deb Kelsey, Megan Maloney and Pat Abell

Chris opened the meeting at 6:37 p.m. (1837Military)

Sue McCormick, Treasurer reported that the checking balance is \$26,652.22 and the savings balance is \$29,952.41. She mentioned that she has converted the process to using Excel instead of using Quicken which she would have to purchase and install.

Meghan Maloney, Financial Secretary reported the 274 LVD is in a nursing home and the residence is being foreclosed. The owner's son is forwarding a letter from the attorney. 274LFD was current at the start of the year but has fallen behind. Chris will look into the benefits for putting a lien on the residence. A discussion followed regarding the letters sent to the past due residents on 22 January. She is working on a procedures write-up for the next Financial Secretary.

Steve Ward, Commons Area reported on the Common Area Landscaping, and Special Projects. He noted that they were unable to go through the Rio Road neighbors yard that was previously used and Big O Tree Services was able to clear a maintenance trail through the Commons Area so that the work was able to be completed. Algieri still has some work left to do, Steve will ask them for their next visit. There is a stump that needs to be cut to the ground level (behind 1456MD). There was a complaint regarding wood left in the commons area behind 1508 LFD which cannot be taken out until the weather improves.

There was a lengthy discussion regarding the Drainage/Erosion Projects Proposal. (Steve had previously emailed the board members copies of his report.) FSPHA has to be able to cover one third of the FY budget and there is not enough in the savings account at this time. Following the discussion, it was decided to delay the improvement projects until able to bring up at the annual meeting.

Deborah Kelsey, Architecture Demand letters have not been sent out. Chris asked that she send a list of the addresses and specific items that need to be addressed and he will get the attorney to send the letters.

Pat Abell, Secretary reported that the newsletters were emailed to the email contacts and the paper copies were printed and delivered by Jan.25th. Printed envelopes for Financial Secretary for past due letters. Retrieved copy from 274LVD when he heard the status on the house. Had a call from 1486 MD wondering where the clothes dryer vented outside in our house because she thought that 1451MD and 1486MD were the same but they are not. I went down later and learned the technician that was there to clean out the ducts found that the dryer vent was vented into the empty space over the soffit and there was no external connection.

Vice Presidents Report Nothing to Report

Presidents Report Next annual meeting in June therefore we should have the voting in April, conclude in May and be ready for the annual meeting. Need to address the DCCRs (**D**eclarations, **C**ovenants, **C**onditions and **R**estrictions) and find what the homeowners want. We need to present the board's recommendations on any changes. We need to update the Maintenance Standards. Would like to find

ways to convert the FSPHA paper records to digital media and post to the "cloud" with access only to board members. We need to know what the retention periods are required. Is it seven, ten or longer time. Chris asked Pat to look into it.

Chris scheduled the next three meetings dates as 5 March, 10 April and 6 May and reserved the current room.

Meeting adjourned at 7:50 p.m. (1950 military)

Next Meeting: March 5, 2019 at 705 W. Rio Road - James Madison Regional Library - Northside Branch 6:30 p.m. (1830 Military)

2018 Drainage / Erosion Project Proposals

Area G & H: Between 1475-1489 Monterey & 1525-1540 Lake Forest Drive –uphill toward townhouses

- Complaint from Whites @ 1481 Monterey that storm water flows into their property flooding first floor
- Complaint from Morse's @1526 Lake Forest Dr. that pooling water hosts mosquitoes
- Houses on Lake Forest Dr. drain storm water onto common area, causing severe erosion

Area E & F: Between 1449-1469 Monterey & 1491-1517 Lake Forest Drive –uphill toward Rio Fence

- Houses on Monterey & Lake Forest Dr. drain storm water onto common area, causing erosion
- Complaint from 1469 Monterey about water/mud pooled outside their fence gate.

Both Areas:

Pooling water liquefies soil & prevents common area maintenance until the soil dries out – often for weeks after a heavy rain.

MESSERS LANDSCAPING: Area G & H: \$5,033.74 - Area E & F: \$1,359.58 - TOTAL: \$6,393.32

Open drain swales (drainage ditches seeded with grass) direct storm water to Rivanna Water/Sewer catch basins. Cheapest, most basic solution.

DOS AMIGOS: Area G & H: \$9,085 - Area E & F: \$3,365 - TOTAL: \$12,450.00

Drainage swales are more extensive and start further up hill than Messer proposal. Underground pipe moves storm water from LFD side of Area H to catch basin at Lake Forest Lane

ARMSTRONG LANDSCAPING: Area G & H: \$26,500.00 - Area E & F: \$6,460.00 - TOTAL: \$32,960.00

This proposal would elevate & contour the lowest part of both common areas to prevent runoff water from pooling. Adds stone to swales to filter runoff debris